



NEW YORK STATE  
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE  
40 NORTH PEARL STREET  
ALBANY, NEW YORK 12243-0001

David A. Paterson  
Governor

David A. Hansell  
Commissioner

## Informational Letter

### Section 1

<b>Transmittal:</b>	09-INF-05
<b>To:</b>	Local District Commissioners
<b>Issuing Division/Office:</b>	Center for Employment and Economic Supports
<b>Date:</b>	February 24, 2009
<b>Subject:</b>	Revisions made to the LDSS-4279: "Notice of Responsibilities and Rights for Support" and LDSS-4279 SP: "Notice of Responsibilities and Rights for Support Spanish"
<b>Suggested Distribution:</b>	
<b>Contact Person(s):</b>	Policy Questions: Temporary Assistance Bureau @ 1-800-343-8859, extension 4-9344 Forms Questions: Kelly Whitney @ 1-800-343-8859, ext. 3-7991
<b>Attachments:</b>	<a href="#">LDSS-4279: "Notice of Responsibilities and Rights for Support"</a> and <a href="#">LDSS-4279 SP: "Notice of Responsibilities and Rights for Support Spanish"</a>
<b>Attachment Available On – Line:</b>	<input checked="" type="checkbox"/>

### Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
08 ADM-08 99 ADM-05 97 ADM-07 92 ADM-40		347.13 352.15	SSL 111-c (2)(a), (b) and (d); SSL 131- a (8)(a)(v)	ABEL Manual  Temporary Assistance Source Book (TASB) Section S, 9.	ABEL Transmittal No. 08-2 Information 6  GIS 08 TA/WMS016 08-2  GIS 08 TA/DC023

## Section 2

### I. Purpose

The purpose of this Informational Letter (INF) is to apprise local districts that the revised LDSS-4279: “*Notice of Responsibilities and Rights for Support*” and LDSS-4279 SP: “*Notice of Responsibilities and Rights for Support Spanish*” introduced as part of 08 ADM-08 is now available on-line and can also be obtained using the form ordering process outlined in Part IV of this Section.

### II. Background

Effective October 1, 2008, changes were made to Social Services Law (SSL) § 111-c (2)(d) and SSL § 131-a(8)(a)(v) to support the increase of the pass-through payment and child support disregard to an amount up to the first \$100.00 of current support collected each month. LDSS-4279: “*Notice of Responsibilities and Rights for Support*” and LDSS-4279 SP: “*Notice of Responsibilities and Rights for Support Spanish*” has been revised to support the change. The regulations pertaining to the child support pass-through and disregard changes, 18 NYCRR § 347.13 and 18 NYCRR § 352.15, are in the process of being revised to reflect this statutory change.

### III. Program Implications

Pursuant to 08 ADM-08, district staff must use the revised LDSS-4279: “*Notice of Responsibilities and Rights for Support*” and LDSS-4279 SP: “*Notice of Responsibilities and Rights for Support Spanish*” as the revised form enables district staff to inform Temporary Assistance (TA) applicants and recipients of their rights, responsibilities and benefits of their cooperation with the child support enforcement process, consistent with federal and State regulations, and also contains the new child support pass-through level which has been in effect since October 1, 2008. TA worker responsibilities related to the use of the above-mentioned forms are outlined in Chapter 9, Section S, #9, of the Temporary Assistance Source Book.

### IV. Forms Ordering Information

- The revised English version of the LDSS-4279: “*Notice of Responsibilities and Rights for Support*” and the Spanish version [LDSS-4279 SP (Spanish)] are **not** State printed but are available to local districts in PDF format or as master camera ready copies. The procedures for ordering PDFs or master camera ready copies are listed below.
- The above referenced documents have also been posted on the OTDA Intranet website at [http://otda.state.nyenet/ldss\\_eforms/default.htm](http://otda.state.nyenet/ldss_eforms/default.htm) and are available for downloading by local districts for reproduction locally.
- Upon the release of this INF all previous versions of the “*Notice of Responsibilities and Rights for Support*” **must immediately be destroyed** and replaced with the revised 8/08 version.

- Any future requests for master camera ready copies of the English and Spanish version of the documents, should be submitted on OTDA-876: “*Request for Forms or Publications*”, and should either be sent to:

Office of Temporary and Disability Assistance  
BMS Documentation Services and Operational Support  
PO Box 1990  
Albany, NY 12201

OR

- Download and complete OTDA-876 Form ([http://otda.state.nyenet/psqi/eforms/OTDA-876-Req\\_For\\_Documents\\_or\\_Publications.dot](http://otda.state.nyenet/psqi/eforms/OTDA-876-Req_For_Documents_or_Publications.dot)) and e-mail form to [gg7359@dfa.state.ny.us](mailto:gg7359@dfa.state.ny.us).

Questions concerning ordering forms should be directed to BMS Document Services at 1-800-343-8859, ext. 4-9522.

- For a complete list of available forms, please refer to the OTDA Intranet site: [http://otda.state.nyenet/ldss\\_eforms/default.htm](http://otda.state.nyenet/ldss_eforms/default.htm).

**Issued By**

**Name:** Russell Sykes  
**Title:** Deputy Commissioner  
**Division/Office:** Center for Employment and Economic Supports